

**INLAND WETLANDS & WATERCOURSES AGENCY  
REGULAR MEETING  
MONDAY, MARCH 7, 2016 – 7:30 P.M.  
WOODSTOCK TOWN HALL – LOWER LEVEL, ROOM B**

**MINUTES**

**Present:** Chair Mark Parker, Marla Butts, Diane Wolff, Carl Knittel,, Wayne (Woody) Durst, Terry Bellman, (Wetlands Agent), Tina Lajoie (IWWA Clerk @ 8:00 p.m.), Joseph Polulech (P.E.), students from Woodstock Academy

**Absent:** Patty LaCasse

- I. Call to Order** – Meeting was called to order by Chair Mark Parker at 7:34 p.m.
- II. Roll Call** – Marla Butts, Diane Wolff, Carl Knittel, Wayne (Woody) Durst, Mark Parker
- III. Appointment of Alternates** – None
- IV. Action on Minutes of Previous Meeting – December 7, 2015**  
(There were no meetings in January or February due to inclement weather).  
**MOTION BY MARLA BUTTS TO APPROVE THE MINUTES AS PRESENTED, SECONDED BY DIANE WOLFF. No clarifications were made. MOTION CARRIED UNANIMOUSLY.**
- V. Old Business**
  - a. #06-15-05 Town of Woodstock/Highway, Bungay Hill Road – Drainage repair – Submission of plan. This application was approved in September of 2015, with a condition. M. Butts comments that she had an opportunity to review the submitted plan ahead of time when she stopped into the building office and had requested additional information and had questions. T. Lajoie made note of the questions and immediately contacted Syl Pauley, P.E. His answers were provided in an e-mail. It is noted that the Professional Engineer did incorporate the information from the surveyor's plan to complete his final plan however the surveyor's plan included does not have a signature from Dennis Blanchette.

Does the plan meet the requirements of the original approval in September without this signature? There was a requirement to add double grated catch basins and they were not added at the base of the hill, only 94' up gradient from the base of the catch basins is where he is proposing two doubles, one on each side of the road with a slight angle down grade. Catch basin plan details were not included, nor the depth of the sump. J. Navarro had indicated that they would be 2', per T. Bellman. M. Butts also asked for detail about the riprap specs and Mr. Pauley had responded in his email that the riprap in the design is intermediate and is what DOT uses under their standard specifications. The design details a 12" thick placed intermediate riprap grouted in place and M. Butts questions how this could be acceptable with an 18" diameter stone in a 1' thick riprap depth. There is some discussion on the detail. M. Butts is challenging the engineering calculations on this specific design. M. Butts would like Mr. Pauley to attend the meeting to explain some of the discrepancies pointed out. There is a reluctance by M. Butts to sign off on this plan, at this point, without these questions being answered. She also shares her concerns regarding this proposed work remaining intact for many years and of course with the plan containing any errors. She also notes that the plan should have been submitted by February 1<sup>st</sup> and it is dated February 11<sup>th</sup>, so it is already out of date and therefore should not be a problem to delay and make

a request for Mr. Pauley to attend the next meeting to answer these questions. M. Butts allows Mr. Polulech, P.E. to state the information he would like to see on the plan.

- Detail of the double catch basin with elevations;
- Recommendation of a 4' deep sump rather than a 2';
- Existing catch basin that is a little closer to the bridge, originally recommended that that catch basin be double grated to collect the sediment coming down the road;
- Recommends another catch basin further down toward the bridge for sediment;
- Recommends 18" to 24" thickness of riprap, 6" of bedding, and to specify the grout mix;
- Make sure grouting is done all the way down the bank.

Polulech states that the plan submitted appears adequate but not what he had originally proposed. When he observed the current system a year ago, a lot of sediment was bypassing and going into the bank and into the stream. Polulech states that the lake association may be willing to pay for the materials to replace the catch basin on the south side. M. Butts is asking that the wetlands office be notified as to what they are willing to contribute for any additional work. Mark Francis will be notified. (Polulech has left the meeting at 7:53 pm). IWWA is requiring Dennis Blanchette's signature on his plan.

Chair Mark Parker takes a moment to recognize the Woodstock Academy students that are present as a requirement of their student run ecology class. M. Parker gives an overview of the public hearing process, the Inland Wetlands & Watercourses Act of 1972 and how the municipalities have their own specific regulations that they enforce to protect the watercourses and wetlands in Woodstock in an effort to minimize negative impact to these areas.

b. Letter from Army Corp of Engineers to Gary Sheldon/Wilbur Neumman, Jr. – Letter sent as requested. Review of letter.

c. Letter sent by Agent re: 26 Cady Lane – Reminder of limits of clearing in response to a complaint. Review of letter.

## VI. New Business

a. **Annual budget** – Review of submission by Lajoie

**MOTION BY D. WOLFF TO APPROVE THE BUDGET AS SUBMITTED, SECONDED BY M. BUTTS. No changes were made from last year's submission. MOTION CARRIED UNANIMOUSLY.**

b. **Dept. of the Army Mitigation Report dated 12/23/15 re: Woodstock Academy**

c. **DEEP 2015 Legislation and Regulation Advisory**

d. **Election of Officers for 2016 and review of bylaws**

### NOMINATIONS:

**M. BUTTS NOMINATES SLATE OF OFFICERS: MARK PARKER, CHAIRMAN; DIANE WOLFF, VICE CHAIR AND; MARLA BUTTS, SECRETARY. SECONDED BY W. DURST. MOTION CARRIED UNANIMOUSLY.**

No changes proposed to bylaws.

## **VII. WETLANDS AGENT ACTIVITY REPORT**

- 4 applications were received in February for Algaecide treatments at Chamberlain, Witches Woods, Bunggee and Muddy Pond. D. Wolff will get with T. Lajoie to get our spreadsheet updated.
- Sign off was processed for WBA for 23 Crooked Trail Ext. E&S controls have been provided to Wetlands Agent for the construction of a small addition, 70 feet from the water. It is a gradual slope and proper E&S controls were demonstrated on the plan.
- Sign off on a modification of a permit issued for James Donovan, Rte 169. The septic system will be relocated to a place that is actually 25 feet + further from the wetland soils than what was originally approved.
- 26 Cady Ln – Complaint was received and followed up with a letter advising property owners of their limits with clearing. They did respond and agreed to no further clearing. D. Wolff & T. Bellman visited site together. They remarked that the area looks very nice, park setting, but it was a regulated activity. We will continue to watch.

## **VIII. Citizen's comments / other topics**

- a. Invoice for legal notice for Wypychski, Stonebridge Press - \$14.70

Invoice not available for Chair's signature. Request is made for Agency to authorize Lajoie to process this payment on their behalf. **MOTION BY M. BUTTS TO AUTHORIZE T. LAJOIE TO SIGN OFF ON THE LEGAL NOTICE AS STATED ABOVE, SECONDED C. KNITTEL. MOTION CARRIED UNANIMOUSLY.**

## **IX. Adjournment**

**MOTION TO ADJOURN BY MARLA BUTTS, SECONDED BY C. KNITTEL.**

**08:34 P.M. MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Tina M. Lajoie, IWWA Clerk

Inland Wetlands & Watercourses Agency